



Special Event & Street Use Permit

Issued by the City of Springfield, MO

Blue Line Run

Approved event scheduled for:

Date: May 15, 2021
Time: 7:30 – 11:00 a.m.
Location: Ridgecrest Baptist Church & Vicinity
Est. Attendance: 150

Approved by:

Sharon Spain

Special Event Permit Coordinator

Date Approved:

5/11/21

CONDITIONS:

- Event must comply with most current recovery orders involving masking and social distancing. **(Contact tracing information is not required at this time.)**
- **Sidewalks must be used along Republic Road.**
- No officers required.
- No barricades required.
- If barricades are required for road closures, then they must be readily movable in the event of an emergency to allow emergency vehicles to enter the area.
- Fire Lanes must be maintained in the event area.
- An Emergency Action Plan (EAP) must be created and communicated to all staff members working at the event. This EAP must cover situations such as, but not limited to, inclement weather and violent acts occurring during the event. (Questions regarding this requirement shall be directed to Battalion Chief W. Spence, Bureau of Fire Prevention, at 417-864-2348 or by email at bspence@springfieldmo.gov)

This is a permit only and is not an endorsement of the scheduled event.

The start is at Ridgecrest church on Republic rd.

They will go west on Republic rd.

South on Deborah

West on Buena Vista

South on Farm Road 137**

East onto Sexton ***which turns south and changes names to West st.

West on Allen

South on Farm Road 137**

East on Cynthia

South on Farm Road 141***

They continue on 141 until they reach Farm Road 190 and turn around and go north on Farm Road 141 until they get to Republic rd turn west and finish at Ridgecrest



Spain, Sharon

From: noreply@civicplus.com
Sent: Saturday, April 10, 2021 2:39 PM
To: Spain, Sharon
Subject: Online Form Submittal: Special Event Permit Application

****CAUTION**** This email originated from outside the organization. Do not open attachments or click links from sources you do not know and trust.

Special Event Permit Application

City of Springfield Special Event Permit Application

All proposed events on private property that require a Special Event and/or Amplified Sound Permit must have an approved risk mitigation plan in place to reduce the threat of potential spread of the coronavirus.

The mitigation plans shall at minimum include, but not be limited to, the following guidelines:

Describe the measures that will be put into place to ensure CDC guidelines for physical distancing of people at 6 feet apart.	We will have signs to remind people to remain distanced and group runners in such a way that they will be able to maintain their separation.
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Describe the measures that will be put into place to ensure CDC guidelines for cleaning and sanitizing any public spaces.	The race cleaning crew will keep high traffic areas including portable restrooms sanitized throughout the event.
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Do you agree to provide a complete list of all people working, volunteering and to the largest extent possible, attending the event to include name, phone number, and county of residence within 24 hours of the event's conclusion?	Yes
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Organization Name	SPD Wives Association Inc.
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Address	2620 E Battlefield Rd, Springfield, MO 65807
Contact Name	Meagan Grundy (SPD Wives President)
E-mail Address	spdwives@gmail.com
Home or Desk Phone	417-766-7505
Cell Phone	Field not completed.
Fax	Field not completed.
Second Contact Person	Callee Ramsey (Race Director)
E-mail Address	Field not completed.
Home or Desk Phone	Field not completed.
Cell Phone	314-570-5765
Fax	Field not completed.
Promoter, if different from Organization, & Address	Field not completed.
E-mail Address	Field not completed.
Home or Desk Phone	Field not completed.
Cell Phone	Field not completed.
Fax	Field not completed.
Event Information	
Event Name	Blue Line Run
Event Description	Run/Walk/Bicycle
Please upload 501(c)(3) documentation if required.	Field not completed.
If you checked Other above, please describe.	Field not completed.
Event Date(s)	5/15/21
Alternate Event Date(s)	Field not completed.
Event Location	Street, Private Property (Please indicate address below)

Renting the Springfield Expo Center Lot (Please reserve 4-6 weeks in advance)
Use of the vacant lot at 735 E. Trafficway, requires a \$1,000 rental contract,
certificate of insurance for a \$1 million general liability policy naming the City as an
additional insured and the completion of a hold harmless agreement for any action
arising out of your use of the property. If liquor is sold or served, please request a
letter from the City Manager granting permission for such use on public property.
Once that permission is granted, the City Licensing Department is notified and will
proceed with the liquor catering/picnic license process. The state will issue that
license. This entire process could take 5-10 business days. Liquor Liability (\$1
million policy) For events selling or serving alcohol, each liquor vendor is required
to provide liquor liability insurance naming the City as an additional insured is
required. A third party agreement may be required with your liquor vendor.

Name of Park and/or Street Republic Rd.

Event Address & Zip Ridgecrest Baptist Church 2210 W. Republic Rd. Springfield,
MO 65807

Note: If this event will take place solely in a Springfield-Greene County Park, please
call 417-864-1049 to reserve the park facilities.

Is this a charity event? No

Organization benefiting
from proceeds Field not completed.

% of proceeds being
donated 100

Is this a first-time event? Yes

If no, what was the last year
the event was held? Field not completed.

Please list any variations
from the last year the event
was held. Field not completed.

Event Operations

Event Set Up Starts: 5/15/2021 5:00 AM

Event Set Up Complete By: 5/15/2021 7:15 AM

Event Start: 5/15/2021 7:30 AM

Event Close: 5/15/2021 11:00 AM

Event Teardown Starts: 5/15/2021 11:15 AM

Event Teardown Complete 5/15/2021 3:00 PM

By:

Estimated Attendance Per Day 150

Will this event be open to the public? Yes

Will you be charging admission? Yes

Will you be accepting donations? Yes

Are you wanting to close a City street for your event? Yes

Please indicate the street(s)/cross streets(s) you propose to close and what dates and times.

~~I spoke with Lt Strain from Greene County. Closing the east bound lane of Republic Rd from the Ridgecrest to Deborah at 8:30am to start the race will be best.~~

From: Field not completed.

To: Field not completed.

Upload Event Route [run route.docx](#)

Food will be Neither

How will food be prepared? Field not completed.

Please list the contact information for each temporary food vendor that plans to serve food at the event.

Food Vendor 1: Field not completed.

Contact name Field not completed.

Mobile phone number Field not completed.

E-mail address Field not completed.

Will more than one food vendor be serving food at the event? Field not completed.

Will electricity be provided to the food vendors? Field not completed.

Will alcoholic beverages be available at your event? No

Alcoholic beverages will be *Field not completed.*

What type of alcoholic beverages? *Field not completed.*

Please provide the address at which alcohol will be sold, given away and/or consumed. *Field not completed.*

Name of business or organization that will be responsible for obtaining any necessary liquor permits, such as catering or picnic permits from the state of Missouri. *Field not completed.*

Alcohol Will Be Served From: *Field not completed.*

To: *Field not completed.*

City of Springfield Noise Standards

(a) Maximum noise level. No operation or activity shall cause or create noise in excess of the sound levels prescribed below. (b) Sound level standards. The maximum permitted sound level shall be at a volume so as to not unreasonably and knowingly disturb or alarm another person or persons by loud noise. (c) Variations and exemptions. 1. The following uses and activities shall be exempt from the sound level standards: a. Noises not directly under the control of the property user; b. Noises emanating from construction and maintenance activities between 7:00 a.m. and 11:00 p.m.; c. The noises of safety signals, warning devices, emergency pressure relief valves and emergency electric generators; and d. Noises from moving sources such as automobiles and trucks on public right-of-way, railroad equipment on railroad right-of-way and railroad spurs on private property, and airplanes.

Will there be live entertainment, music or amplified sound at your event? No

If so, will stages be built? *Field not completed.*

How many? *Field not completed.*

Performances will start *Field not completed.*

and conclude *Field not completed.*

Will tents be erected for your event? No

If you checked Yes, [click here to view tent permits and guidelines and to fill out an application for a tent permit.](#)

Will additional electrical wiring be installed for the event? No

How will you get electricity to your event? No electricity needed

Will access to water be required for the event? Yes

Will restroom facilities be required for the event? Yes

Have you arranged for security at your event? No

If so, who will be providing security? Please provide Organization, Address and Phone. *Field not completed.*

Note: Applicant is responsible for security personnel for the duration of the event. The number of security officers or police officers will be determined by the Springfield Police Department based on the nature of the event. Please contact the Police Department at 864-1727 for questions or clarification.

Describe your plans for Emergency Medical Services. We will have medical personnel on site and are working with SFD

Describe your plans for event trash removal, as well as any organizations or persons directly involved with this aspect of the event. We have a volunteer clean up crew that will be following the runners to clean up along the race route.

Describe your plans for food-vendor wastewater disposal, as well as any organizations or persons directly involved with this aspect of the event. n/a

Note: Additional City Permits/Licenses/Insurance Certificates may be required. Applicant is responsible for obtaining all additional permits/licenses/insurance

certificates required upon issuance of this use permit. Applicant must check and agree to abide by the following conditions to obtain this permit.

CLEAN UP	I agree
INSURANCE	I agree
Your event may qualify for insurance through the TULIP Program, which provides low cost general liability insurance to "third party" users of various venues and facilities for events. It protects both the user and the facility against claims by guests who may be injured as a result of attending an event.	
UPLOAD Certificate of Insurance	W01926476CertificateofInsurance.pdf
INDEMNITY	I agree
CITY CODES/PERMITS	I agree
CONDUCT/NUISANCES	I agree
UPLOAD Event Site Map or Sketch here.	run route 1.docx
HOLD HARMLESS AGREEMENT	Download
UPLOAD signed Hold Harmless Agreement (if required)	HoldHarmlessAgreement.pdf
Signature	By checking this box and typing my name below, I am electronically submitting my signature.
First Name	Meagan
Middle Initial	Field not completed.
Last Name	Grundy

If you have questions regarding an event or this application, please contact Sharon Spain, Special Event Permit Coordinator, in the Department of Public Information, at 417-864-1105 or sspain@springfieldmo.gov.

Spain, Sharon

From: Hamp, Joe
Sent: Friday, April 16, 2021 8:48 AM
To: Spain, Sharon
Subject: RE: PERMIT REQUEST: Blue Line Run 5/15/21

Republic Road is a primary arterial street, we would not permit lane closures for a 5k. Either the sidewalks will need to be used along Republic Road or a new route chosen.

Joe Hamp
Senior Designer
City of Springfield - Traffic Engineering
417-864-1930

From: Spain, Sharon <sspain@springfieldmo.gov>
Sent: Thursday, April 15, 2021 8:56 AM
To: Stubbeman, Lori <lstubbem@springfieldmo.gov>; Jackson, Mavis <mjackson@springfieldmo.gov>; Pierce, Kevin <kpierce@springfieldmo.gov>; Marcol, Eric <emarcol@springfieldmo.gov>; Waitman, John <jwaitman@springfieldmo.gov>; Friend, Kaylee <kfriend@springfieldmo.gov>; Greer, Julie <jgreer@springfieldmo.gov>; Scott, Cora <cscott@springfieldmo.gov>; Hamp, Joe <jhamp@springfieldmo.gov>; Wallace, Earl <ewallace@springfieldmo.gov>; Hollan, Chris <chollan@springfieldmo.gov>; Dwyer, Matthew <mdwyer@springfieldmo.gov>; Pennington, David <dpennington@springfieldmo.gov>; Spence, Bill <bspence@springfieldmo.gov>; Matt Crawford <matt.crawford@cityutilities.net>; Steven Stacey <steven.stacye@cityutilities.net> <steven.stacye@cityutilities.net>
Cc: Trogdon, Kevin <ktrogdon@springfieldmo.gov>; Quentin Black <QBlack@greenecountymo.gov>; Ron L. Moore <rmoore@greenecountymo.gov>; Schekorra, Aaron <aaron.schekorra@springfieldmo.gov>; Mann, Whitney <whitney.mann@springfieldmo.gov>
Subject: PERMIT REQUEST: Blue Line Run 5/15/21

Please review and respond with your approval or concerns.

Sharon Spain

Special Event Permit Coordinator



Department of Public Information
840 Boonville Avenue
Springfield, MO 65802
(417) 864-1105

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